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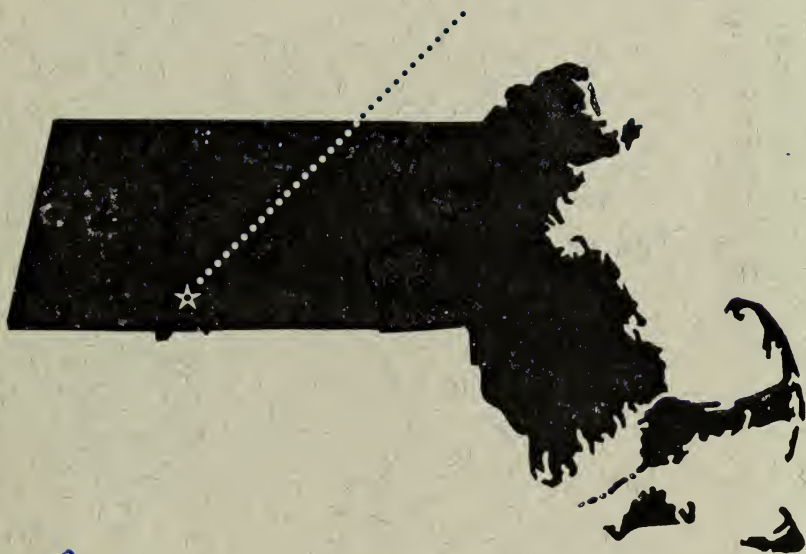
The Secretary of the Commonwealth's  
Western Office...

UMASS/AMHERST



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# Your Source for Public Information



GOVERNMENT DOCUMENTS  
COLLECTION

SEP 29 1998

Published by  
**William Francis Galvin**  
Secretary of the Commonwealth

University of Massachusetts  
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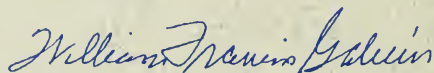
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**Y**our source for public information is the principal theme of the Office of the Secretary of the Commonwealth. It is a responsibility that I take to heart. One direct result of that commitment was the continuation and improvement of the Western Office in Springfield. It was opened to make the services of state government more accessible to citizens across the Commonwealth. Now, virtually all the services of my central office in Boston are provided in a location convenient to residents of Berkshire, Franklin, Hampden, Hampshire and western Worcester counties.

If you are a resident of western Massachusetts and need to file nomination papers, be sworn in as a notary public or obtain information about elections, legislation, corporations or other areas which state government oversees, take advantage of these services. Catherine Sheehan Molta and my entire staff are at your disposal.

You will find that the Western Office is also a rich source of published information concerning state government. It has scores of free pamphlets whose topics include basic information about Massachusetts, how to register and vote, how to obtain a marriage license, how to file incorporation papers, and more. There are also several state publications for sale, including compilations of regulations of many state agencies, the state plumbing, gas and elevator codes, a current legislative directory, and a collection of important state statutes.

A phone call to 784-1376 or a short trip to downtown Springfield will reveal to you how vital, helpful and accessible our western office is, where we do indeed become your source for public information.



William Francis Galvin

Secretary of the Commonwealth

## **The services the Secretary of the Commonwealth provides in Springfield include...**

### **Corporations**

The Western Office can provide you with limited information over the phone about the approximately 400,000 profit and non-profit corporations doing business in Massachusetts. This data includes the date of incorporation, location, and the names of the officers.

### **Public Records and Commissions**

This office administers the oath of office to public officials, notaries public and justices of the peace. Notarization service is provided free of charge. Listings of Governor's appointments are available for review as well as registered lobbyists.

### **Elections**

State election candidate information, nomination papers for those seeking office, election laws and statistics, and "how to" pamphlets on election procedures are available from this section.

### **State Bookstore**

The following publications can be purchased:

- Bound copies of the Acts and Resolves
- Code of Massachusetts Regulations
- Copies of the state budget
- Plumbing, gas, and building codes
- *Your State Legislators* - a directory
- *The Citizens' Guide to State Services*
- Directory of Long Term Care Facilities
- Latest List of Legislative Agents (Lobbyists)
- Publications of the Massachusetts Historical Commission
- *Historic Place for Historic Parties*

The following popular pamphlets and booklets are free:

- *Welcome to Massachusetts*
- *How to Obtain a Marriage License*
- *Safe and Sanitary Housing for Massachusetts Residents*
- *Your Automobile Excise Tax*
- *Color Massachusetts*, a child's activity book (with teacher's edition)
- *Property Tax Exemptions for Older Citizens, Surviving Spouses and Minors*
- *Veterans' Benefits and Law Guide*
- *Massachusetts Facts*, a history of the symbols and government
- *What's Under the Golden Dome?*, a walking tour of the State House for students
- *The Ladybug Story*, how a bill becomes a law, for students
- *How to Become a Notary Public*
- *Organizing a Business Corporation*
- *Organizing a Non-Profit Corporation*
- *How to Register and Vote*
- *Don't Just Stand There...Run!*, a succinct "how to" guide for political candidates
- *Lobbying in Massachusetts*

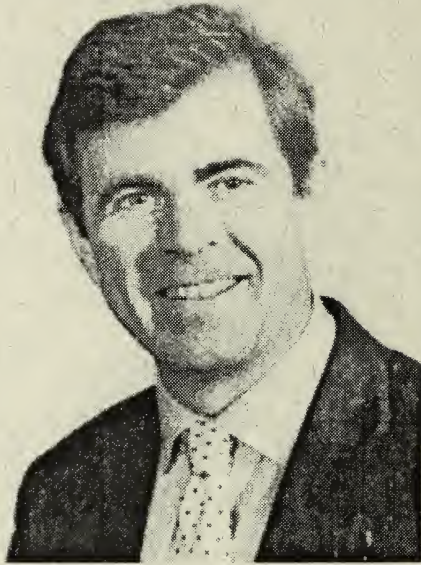


## Helpful Western Massachusetts Telephone Numbers

Attorney General .....	784-1240
Auditor, State .....	784-1080
Blind, Commission for the .....	781-1290
Business Development .....	784-1580
Child Care Services, Office of .....	788-8401
Deaf, Commission for the .....	788-6427
Discrimination, Commission Against .....	739-2145
Employment and Training .....	858-2800
Environmental Protection .....	784-1100
Governor's Office .....	784-1200
Highway Department .....	584-1611
Lottery Commission .....	781-3880
Motor Boats .....	733-1642
Public Health .....	586-7525
Public Safety .....	736-3628
Registry of Motor Vehicles .....	733-3186
Rehabilitation Commission .....	774-2326
Revenue, Department of .....	784-1000
Small Business Administration .....	785-0268
Social Services .....	781-0881
Welfare .....	858-1000

### *Local Services*

Springfield City .....	787-6000
City Clerk .....	787-6094
Council on Aging .....	787-6124
Election Commission .....	787-6190
Golden Age Club .....	787-6486
Fire Department .....	787-6400
Police Department .....	787-6302



*For more information call or visit:*

**William Francis Galvin**

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